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From: Yung Morgan <pmorgan@ehs.umass.edu>
Sent: Thursday, November 10, 2005 2:54 PM
To: 'Al Rakouskas (Al Rakouskas)'; 'Al Sorensen'; 'Allen Stevenson (Allen Stevenson)'; Barry Braun; 'Becky Lawlor (Becky Lawlor)'; 'Betsy Blunt'; 'Bruce Krasin (Bruce Krasin)'; 'Dave Reckhow (Dave Reckhow)'; 'Dennis Gagnon'; 'Don Robinson'; Dr. Katherine Fite; Elaine Batista; 'Francis Juanes'; Francis Merrigan; 'Hilary Woodcock'; 'Jame Hanchett'; 'Jane Bussiere'; 'Jason Griffin'; jim field; 'John Nicholson (John Nicholson)'; 'Julie Pahl (Julie Pahl)'; Katie Dambach; 'Les Blahut (Les Blahut)'; 'Martha Sylvia (Martha Sylvia)'; 'Marvin Ellin'; 'Maureen O'Leary'; 'Michael Cottom'; 'Peter Samal'; 'Phyllis M. Berman (Phyllis M. Berman)'; 'Ron Michaud (Ron Michaud)'; 'Ruth Witkowski (Ruth Witkowski)'; 'Sally Ives (Sally Ives)'; 'Steve Petsch (Steve Petsch)'; Tom McCarthy; 'Tony Papirio (Tony Papirio)'; Vern Fath; 'Yung Morgan'
Cc: 'Barbara Mitchell'; 'Robert F. Laford'
Subject: FW: State Notice of Injury reports

Hi All,

Bob had elaborated more on the definition of what constitute a paid (employee) vs non paid (non employee) student workers as far as the state notice of injury form is concerned. He allowed me to send it out to clarify any question you may still have. Have a great weekend YM

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From: Robert F. Laford [<mailto:rflaford@ehs.umass.edu>]
Sent: Thursday, November 10, 2005 11:16 AM
To: 'Hilary Woodcock'
Cc: Yung Morgan
Subject: State Notice of Injury reports

Hilary,

Yung asked me to touch base with you and try to make sense out of the state systems!

Any state employee who is injured on the job (does not matter location) must fill out a Notice of Injury Report with Human Resources (ours is at Whitmore) within 48 hours of the incident. This form is the responsibility of the supervisor to fill out with the employee, or in absence of the employee. If there is lost work time and the University does not file the notice where it needs to be in Boston within a timely fashion the University receives a \$100 a day fine. And the University pays thousands of dollars in these fines each year to the state.

So anyone who receives a paycheck from UMass falls into this category. They can be full time, 0-3's, part-time, Grad students, or student employees, as long as they are paid.

Students who are not employees but who are injured in a lab setting are not part of the workers compensation system and do not have the "Notice of Injury" form filled out.

With any injury in a lab the EH&S Lab Safety Program (Yung's work with the campus) requires that an incident form be filled out and sent to EH&S so the incident can be reviewed. This is different than the Notice of Injury form. This also applies to incidents involving employees and non-employees alike.

Any costs related to an injury to a student who is not employee are the responsibility of the student. That is why the University has a policy on student health insurance.

Does that answer your questions?

If you have others please let me know and I will try to answer them.

Bob Laford

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